

COMMISSION MEETING MINUTES
February 25, 2014

The Board of Davis County Commissioners met in room 303 of the Davis County Administration Building, 61 South Main Street, Farmington, Utah on February 25, 2014. Members present were. Commissioner Louenda H. Downs - Chair, Commissioner P. Bret Millburn, Commissioner John Petroff, Jr., Clerk/Auditor Chief Deputy Audit/Finance Curtis Koch, Chief Deputy Civil County Attorney Neal Geddes, and Deputy Clerk/Auditor Shauna Brady.

Dale Peterson, Davis County Tax Administration Director, led the Pledge of Allegiance. All in attendance were invited to stand and join in.

Request for Proposals for Printed Valuation Notice services were opened by Curtis Koch, Clerk/Auditor Chief Deputy Audit/Finance. Curtis explained over 100,000 property valuation notices will be mailed to Davis County residents in July. He opened the following proposals:

	BIDDER	AMOUNT
1.	Datamatx	\$ TBD
2.	The Data Center	\$.124 per piece; .03267 ea envelope
3.	IC Group	\$ 19,908 ea; \$59,908.00 incl postage
4.	RR Donnelley	\$ 40,600.00 total
5.	The Master’s Touch, LLC	\$ TBD

Curtis explained criteria for choosing the bid is not based purely on cost. Consideration is given to adherence to project goals, functionality and product, pricing, process and other miscellaneous items. Commissioner Millburn emphasized the contracting company needs to be sensitive to the information included in the valuation notices. Curtis said the bids will be reviewed and one chosen within 1-2 weeks.

Davis County Commissioners will hold a special meeting on February 25, 2014 at 6:30 p.m., 30 minutes prior to the Clearfield City Council meeting at 55 South State Street, Clearfield, Utah. The commissioners will be available for the purpose of receiving information from citizens and providing a question and answer forum for discussion of Davis County matters.

Max Elliott, Davis County Surveyor, was recognized for receiving the Lifetime Achievement Award at the Utah Council of Land Surveyors (UCLS) annual convention in St. George, Utah on February 20. Kyle Corbridge, Deputy Director Surveyor, showed the plaque Max received and explained it was for recognition for “Outstanding Work and Dedication to the Surveying Profession.” Commissioner Downs commended Max for having his surveyor’s license for 50 years and serving as the Davis County Surveyor for the past 30 years. Commissioner Millburn explained Max is very humble and doesn’t like to be recognized; however, he is well-deserving of this award and thanked him for his years of service. Max told the story of many years ago surveying a swampy area east of Lagoon. He noticed he and Kyle had to hold the 300 ft. steel tape over an electric fence. He walked back and cautioned Kyle. As they continued, Max felt what he thought was a water moccasin biting him until Kyle informed him the tape had rested on the electric fence. He has never liked electric fences. Commissioners Downs, Millburn and Petroff presented a Davis County coin encased in a silhouette of the state of Utah and those attending joined in applauding Max.

Marshall Scott, Davis County Facilities Director, presented agreement #2014-52 with Chevron Energy Solutions Company to complete an opportunity analysis on energy in Davis County buildings. The analysis will identify opportunities to reduce total operating expenses including utility bills, improvement needs in building and capital plans, and developing an energy management program. The analysis will be followed with a report, performance contracting proposal and recommendations. There will be no associated

cost for the analysis. Contract period is February 25 – May 1, 2014. Commissioner Millburn made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Chris Sanford, Davis County Library Director, presented agreement #2014-53 with Syracuse City to use the Syracuse Community Center for the County Library Summer Reading program. Chris explained the community center will accommodate the 250-300 children who participate in the summer reading program. There is no associated cost. Contract period is June 4 – July 30, 2014. Commissioner Millburn made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Lewis Garrett, Davis County Health Department Director, presented the following:

Amendment #2010-186D with SelectHealth Benefit Assurance Company Inc. to update the Ancillary Provider Agreement to include Select Choice for services covered for immunization administration, vaccine and STD diagnosing and treatment services. Receivable amount will be as billed and allowed. Contract period is January 1 – December 31, 2014. Commissioner Petroff made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Memorandum of Understanding #2014-54 with West Point City to clarify, define and describe responsibilities in the enforcement of the city's UPDES (Utah Pollution Discharge Elimination System) storm water discharge permit. Commissioner Petroff made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Chief Deputy Kevin Fielding, Davis County Sheriff's Office, presented agreement #2014-55 with Integrated Power Systems to replace the UPS battery at the Sheriff's Office. Payable contract amount is \$7,619.00 + shipping. Period of contract is until completed. Commissioner Millburn made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Mike Moake, Davis County Legacy Events Center Marketing, presented the following:

Agreement #2014-56 with USA Wrestling Utah to rent space for a competition. Receivable contract amount is \$2,250.00. Contract time period is April 24-26, 2014. Commissioner Petroff made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Agreement #2014-57 with Jannelle Vettori Tumbling and Trampoline Comp to rent space for a competition. Receivable contract amount is \$2,375.00. Contract time period is November 21-22, 2014. Commissioner Millburn made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Dave Hansen, Davis County Legacy Events Center Director, presented summary list #2014-58 of rental agreements for the Davis County Legacy Events Center. Commissioner Petroff made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Tony Thompson, Davis County Planning Department, Property Manager, presented request consideration and approval #2014-59 of a priority list established by the Davis County Council of Governments (COG) in accordance with UCA 72-2-117.5(7) containing the UDOT project known as the West

Davis Corridor project. Commissioner Petroff made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Curtis Koch presented a budget change reflecting the removal of a law clerk position and restoring a court clerk position at the Justice Court. There is no additional cost to the County.

<u>Increase</u>	<u>Decrease</u>	<u>Account Name</u>	<u>Account Number</u>	<u>Dollar Amount</u>
(X)	()	Payroll	10-4122-110	32,962
(X)	()	Benefits	10-4122-130	26,409

Commissioner Millburn made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Commissioner Petroff made a motion to convene as the Board of Equalization. Commissioner Millburn seconded the motion. All voted aye.

Dale Peterson, Davis County Tax Administration Director, presented the Property Tax Register which reflected 4 appeals for approval, 1 appeal for denial, 2 corrections and the Annual Report of 2013 Abatements. Commissioner Millburn made a motion to approve. Commissioner Petroff seconded the motion. All voted aye.

Commissioner Millburn made a motion to reconvene Commission Meeting. Commissioner Petroff seconded the motion. All voted aye.

Commissioner Millburn made a motion to approve the Commission Meeting minutes of February 18, 2014. Commissioner Petroff seconded the motion. All voted aye.

Check registers as prepared by the Davis County Clerk/Auditor’s Office were approved by a motion from Commissioner Petroff. Commissioner Millburn seconded the motion. All voted aye. The documents are on file in the office of the Davis County Clerk/Auditor.

No Commissioner Comments

No Public Comments

Meeting adjourned.

Clerk/Audit

Chair